



**Discovery Community School**  
<http://dcs.ourschoolpages.com/Home>

**DCS Steering Meeting Minutes**

**Date:** February 1<sup>st</sup> 2024

**Location:** Zoom

**Note-taking Secretary:** Kiran

Attendees: Jaclyn, Kiran, Danya, Ramya, Alissa, Nami, Karen Taha

Opening: 7:05 pm

Jaclyn opened meeting.

**Principal's Report: From Nami:** Thank you for all the meals during conference week. One thing that came up was, we had a lock out drill on Monday. Classroom doors were locked for a different reason but some students might have reported it as an actual lock out.

Field trip questions: We cannot pay for field trips until all the paperwork is in. Aditi confirmed that teachers fill out the paperwork and submit it to the office. The process has changed and teachers are working on figuring things out per Alissa.

When will the school be reimbursed for the field trips that have already been paid for? Ramya confirmed that she will get the payments out this coming weekend. When you need to come in to the office to complete paperwork, you are requested to make an appointment with the office staff so that they are able to pay attention to questions etc.

5<sup>th</sup> grade camp: we have 8 scholarships this year and 4 of them are from DCS. Nami would like to know if DCS is covering the scholarships since they have funds set aside. Danya reminded us that there is about \$800 (Raised at winter event in 2023) that is supposed to go towards subsidizing costs for DCS students. This reduces cost for each DCS student by around \$30. Steering discussed various ways to handle the reimbursements and Ramya agreed to do individual reimbursements for parents to make it easier.

Regarding 4 hardships, Ramya will check funds from last year and we will make motion.

**Teachers' Report: Teachers not present.** Jaclyn discussed discretionary funds for teachers for each classroom. Last year it was discussed to keep it the same for all classrooms or have one line item for all the teachers and the pros and cons to that process. Jaclyn has asked teachers to submit receipts to discuss best approach for next year. This conversation will be continued when teachers are present.

**Treasurers' Report:**

52.7% of families have paid annual dues.

Checking: \$12920.19

Savings: \$12458.42

Paypal: around \$2000 in the process of getting transferred to checking.

Parent asked about learning journey. All three classes are going to Seattle Opera and discussed getting a bus to take the children. But the cost is more than what we budgeted for. Aditi said one bus costs \$610. There is also the risk of bus drivers not being available. Should we change line item on budget to buses/parent parking reimbursements or something similar. Agreed to look at by laws and make changes either in next community or next steering meeting.

Aditi/Learning journey co-ordinators requested \$1800, 1900, 2000 for youngers, middles, and olders respectively for next year's budget.

**Friday Specials:** Karen - Everything is going well and has enough volunteers.

**Community Building:** Winter event planning is going well. Indianola planning is in the works and Jen is doing the planning for costs.

**PTSA :** March 7<sup>th</sup> is going to a learning celebration/Spring event. Each class will do a celebration of some sort. Kindness cards or something similar, since valentine's day is not going to be done this year.

**Danya –** Who do we talk to about why Halloween and Valentine's day were cancelled at school. Some parents have questions. Nami suggested we talk to the classroom teacher to understand the reasoning.

**Jaclyn –** Dance night or dance week is still in discussions for April by PTSA. End of the year field day is June 15<sup>th</sup>. Nami clarified that June 14<sup>th</sup> is the field day.

Website:

Jeremiah has added cheat sheet to the website. He is excited to help with any updates or maintenance of website information.

**Walk on Topics:**

Ramya confirmed that \$803.20 was received from winter event fundraiser. Danya made motion to add \$75 to hardship funds (in addition to the \$1000 in the budget) for outdoor ed for DCS students for this year to accommodate funds for DCS hardship requests.

Jaclyn seconded. Motion passed.

**Masterchecklist for February was reviewed.**

**Danya:** Suggested moving next steering meeting to Feb 29<sup>th</sup> (instead of March 7<sup>th</sup>) since both treasurers have other commitments for march 7<sup>th</sup> and the next meeting is for Budget discussion. Board members can make it. Jaclyn will send email to teachers to check availability.

**Meeting adjourned at 8:08 pm.**